
Kraus-Anderson® Construction Company

MINUTES OF CONSTRUCTION MEETING NO. 6

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Date: September 16, 2010

Project: DULUTH INTERNATIONAL AIRPORT
NEW PASSENGER TERMINAL
BID PACKAGE 1
Duluth, MN
KACC Project #20225

Subject: Meeting No. 6
Thursday, September 16, 2010

Present:	Brian Ryks	DAA	Nathan Fox	Northland Constructors
	Blaine Peterson	DAA	Dan Herrick	Northland Constructors
	Brett Cahoon	KACC	Tom DuBois	Northland Constructors
	Steve Bergerson	KACC	Jason Erickson	Dynamic Structural Steel
	Chris Barta	KACC	Patrick Contardo	Dynamic Structural Steel
	John Hippchen	RS&H	Mike Serre	APi Electric
	Ryan Erdmann	RS&H		
	Andy Edlund	AET		
	Joe Butler			

To:	Brian Ryks	Duluth Airport Authority	Nathan Fox	Northland Constructors
	Brian Grefe	Duluth Airport Authority	Jeff Tyllia	APi Electric
	Blaine Peterson	Duluth Airport Authority	Paul Konkler	Concrete Sawing Services
	Alison Johnson	Duluth Airport Authority	Tony Linder	Erosion Control Specialists
	John Hippchen	Reynolds, Smith & Hills, Inc.	Ben Vitek	Ground Effect Drilling
	Ryan Erdmann	Reynolds, Smith & Hills, Inc.	Lon Hovland	Hovland, Inc.
	Leslie Carlson	Reynolds, Smith & Hills, Inc.	Scott Windorski	Keller Fence Company
	Brian O'Connor	Reynolds, Smith & Hills, Inc.	Brandt Swedberg	Midwest Boring
	Thomas Chambers	Reynolds, Smith & Hills, Inc.	Scott Sinnott	Sinnott Blacktop
	Mark Ip	Reynolds, Smith & Hills, Inc.		Rick's Tree Service
	Brett Cahoon	KACC	Kyle Kruger	Veit
	Steve Bergerson	KACC		Waterproofing by Experts
	Bob Swanfeld	SJA Architects	Brad Werner	Kelleher Construction, Inc.
	Craig Bursch	MBJ Consulting		Woody's Rebar
	Bob Jackson	Cosentini Associates, Inc.	Roger Anderson	Harbor City Masonry, Inc.
	Jennifer Keuther	Cosentini Associates, Inc.	Jason Erickson	Dynamic Structural Steel
	Andy Edlund	American Engineering Testing	Bryan Hutchinson	Northern Industrial Erectors
	Joe Butler	Braun Intertec		
	Mindy Appold	Appold Design		
	Dan Nelson	City of Duluth Building Safety		
	Steve Cauchon	Avis		
	Anne Thomas	Budget		
	Horace Kahlbaugh	Hertz		
	Sharon Miller	Vanguard/ALAMO		
	Tom Leines	Minnesota Power		
	Dave Larson	Qwest		

Date of Origin	Item #	Description	Action By
<u>Work Scope 2.10 Civil & Site Electrical</u> – Northland Constructors of Duluth LLC – Nathan Fox-PM; Don Flom-Foreman; Tom DuBois-Utility Foreman			
09/16/10	6.1	Nathan F. needs to submit pricing for KACC RFP No. 009.	
	6.2	Northland will start digging the AA line first so Kelleher Construction can start AA line footings next week.	
	6.3	Nathan F. to submit shoring plan at tunnel, which needs to be a signed, engineered stamped drawing for approval.	
	6.4	Blaine P. asked if Northland was going to have someone badged for work around pond area. Dan H. noted they will most likely hire one of the approved security forces instead.	
09/09/10	5.1	Ryan E. noted need tickets for all of the asphalt (from east temp road paving and all future paving). (09/16/10 – Nathan F. forwarded to Ryan E. Complete).	
09/02/10	4.3	John H., Brian G., Blaine P., Brett C. to discuss the issues with moving curb north at island south of Hertz building (utility issues with doing this). (09/09/10 – This issue still needs to be reviewed. Met after today's meeting and concluded with changes, RS&H will provide details. Talk to Mindy A. as well). (09/16/10 – No drawing needed as APi to bore across road at an angle. Curb will not be removed. Blaine P. concerned about protecting panels. Possibly install bollards to protect).	
	4.4	Received several phone calls this morning and observed trucks traveling too fast on Grinden Drive loop. Northland to slow trucks down. (09/09/10 – Some trucks have been driving the wrong way. This was addressed). (09/16/10 – Trucks need to stop at STOP signs).	Northland
08/12/10	1.1	Nathan F. noted the private locate and One Call meetings are scheduled for Friday, 8/13/10, at 8:00 a.m. (08/19/10 – No issues. LLB did private locate portion). (08/26/10 – Private locates needed for parking lot area for signage installation and APi work. Northland Constructors to call). (09/09/10 – No issues).	Northland

Date of Origin	Item #	Description	Action By
	1.6	<p>RFP No. 001 pricing to be submitted by Nathan F. (08/19/10 – Proposal submitted with additional breakdown requested. DAA, KACC & RS&H will review after today's meeting). (08/26/10 – "Blue signage" – Posts to be onsite tomorrow, 8/27/10, for installation Monday or Tuesday, 8/30/10 or 8/31/10. Signpro should have signage completed Tuesday or Wednesday, 8/31/10 or 9/01/10. Nathan F. to submit formal shop drawings for approval). (09/02/10 – Nathan F. to request Signpro submit all final renditions as shop drawing for approval). (09/09/10 – Need Northland's revised cover page to Signpro's revised/updated RFP No. 001 pricing). (09/16/10 – Brett C. requested Nathan F. assemble and submit Northland's final pricing and final shop drawings as one entire packet for RFP No. 001 and RFP No. 002).</p>	<p>Northland</p> <p>Northland</p> <p>Northland</p>
	1.9	<p>Northland Constructors' Calendar Days will begin as of Friday, August, 13, 2010. 87 Calendar Days will start as of this date.</p>	

Site Electrical – APi Electric

09/16/10	6.5	<p>Northland has APi working at far southwest corner on conduits and electrical for hatchet gate until additional work can be started.</p>	
09/02/10	4.6	<p>Steve B. to schedule a meeting with MN Power, RS&H, DAA, APi, and Northland to discuss new vault and 6x12x8 manhole for placement at SE corner of parking lot for new and existing feeds to tie into. (09/09/10 – Minnesota Power, APi, RS&H and KACC to review after today's meeting. RS&H's electrical to coordinate with Minnesota Power). (09/16/10 – Mike S. and Steve B. met with Minnesota Power. Minnesota Power is designing and will submit a layout and calculations by Tuesday, 9/21/10 on this item. Current redundant line only to Haines Rd. New redundant line to manhole then new feed to Quazite box. Swag second redundant line under parking lot).</p>	
08/26/10	3.5	<p>Quazite box work behind Hertz building will start after corrected shop drawings are approved. (09/02/10 – Corrected shops need to be resubmitted). (09/09/10 – Received and forwarded to RS&H for review. RS&H is waiting for a response back from Qwest). (09/16/10 – RS&H returned approved. KACC returned (2) sets to Northland).</p>	APi Electric

Date of Origin	Item #	Description	Action By
	3.7	<p>APi Electric's RFI E1 needs to be rewritten to include a proposed solution and plan detail. (09/02/10 – RFI still needs to be submitted by APi). (09/09/10 – RFI #005 submitted to RS&H for review and response). (09/16/10 – This item refers to Work Scope 16.10, which has not yet officially been awarded).</p>	<p>APi Electric APi Electric</p>
08/12/10	1.13	<p>APi is currently removing access controls. Removed Amano equipment is to be placed in KACC's storage trailer including ticket spitters and arms from tunnel as noted by Lukas D. APi to replant stanchion into new location. Amano equipment is not to be altered, as DAA needs to resell the equipment. (08/19/10 – No change. Follow contract documents and original plan for equipment). (08/26/10 – RFP No. 007 pending. Need pricing ASAP). (09/02/10 – West side complete, East currently being worked on. Blaine P. requested APi verify the ticket dispensers are actually dispensing tickets as set up on a loop. Correct if needed). (09/09/10 – It was noted doors open without using access card because of safety loop. This is not an issue at this time but will be monitored). (09/16/10 – After discussion it was determined the ticket dispensers will no longer be needed. Eventually the loop will need to be removed so the only access to garage is by swiping access card. Currently not an issue, but will need to monitor).</p>	<p>Northland/APi</p>
	1.16	<p>Nathan F. noted after crossover is completed, APi can start the bulk of their below grade work. (09/09/10 – Nathan F., Tom D., and Mike S. to get together to keep APi busy). (09/16/10 – Ongoing).</p>	

Concrete & Bituminous Sawing – Concrete Sawing Services

09/02/10	4.9	<p>Steve B. and Ryan E. noted (3) cuts in tunnel still need to be completed, including the curb line cut (only cut to bituminous).</p>	Northland/Concrete Sawing
08/19/10	2.3	<p>Further discussions needed to confirm if crosswalks will be heated. Sawcut of crosswalks could be held off until next project Phase. (08/26/10 – Suggested tying into boiler system versus stand alone system. Heated crosswalks used at St. Scholastica and SMDC with some problems. Brett C. to give Blaine P. contact information to talk further with each organization). (09/02/10 – Proposal submitted for (1) apron heating and (2) sidewalk heating. An up-size charge was included in original proposal for both but possible additional charges for a second up-sizing. Brett C. to get Blaine P. contact information).</p>	KACC

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Landscaping & Erosion Control – Erosion Control Specialists, Inc.

09/16/10	6.6	Tom D. noted additional dandy bags are being added around site as needed.	
09/02/10	4.11	Steve B. noted according to SWPPP rain needs to be documented, including any issues that arise. Weekly checks need to be completed according to SWPPP.	Northland/ESC
08/26/10	3.9	John H. noted KACC or RS&H needs to be contacted if work completed after hours for appropriate quantity verification. RS&H will typically take empty bags and perform bag count. Nathan F. to get quantities from ECS. (09/02/10 – Quantities have not been received, so this item was not included on today's Pay Application). (09/09/10 – Nathan F. sent this morning. Brett C. to forward to RS&H). (09/16/10 – Nathan F. forwarded ESC's quantities to Ryan E. Ryan noted all future tickets will need to be submitted. Northland foreman to get from drivers and make copies in KACC's trailer).	Northland
08/19/10	2.4	Silt fence is installed along Haines Rd. beyond tie-in connection for water main work currently happening. (08/26/10 – Steve B. noted backfill needs to be a mowable finish as noted in contract documents. This area was left pretty rocky). (09/09/10 – This whole area needs to be addressed. Meadow area in middle will be seeded. Rocks need to be removed before grass starts growing. Matt was added due to rain. Again, needs a final grading and must be a mowable finish). (09/16/10 – One more kill-off spray application remaining at meadow areas. Northland will need to finish this work within the week).	Northland/ESC Northland
08/12/10	1.22	Lukas D. noted when trenching near wetland, use straw mulch right away after backfill to hold in place. (08/19/10 – An erosion matt can be used as well). (09/02/10 – The excavation area (where the tee was cut-in) is still not straw mulched. Steve B. reminded Nathan F. to get this addressed). (09/09/10 – Has been addressed).	Northland/ECS

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Fill & Abandon Pipe – TBD

08/12/10 1.24 Nathan F. requested using sand not lean concrete. DOT calls for sand with option of lean concrete. Specification is opposite. The use of sand was approved after meeting per MNDOT specifications.
(08/26/10 – RFI to be submitted by Northland Constructors, and they will need to hire another first-tier subcontractor as EJM does not perform lean concrete work. A PLA will be signed by new subcontractor).
(09/09/10 – Nathan F. has a quote and ongoing).
(09/16/10 – Nathan F. stated he may submit a Request for Change Order because after further review their credit may be more significant to offset Kelleher Construction's add. Brett C. has closed this issue, but will review if RCO received by Friday, 9/17/10).

Northland

Directional Boring – Ground Effects Directional Drilling

09/16/10 6.7 Pushed back one week in schedule.

Concrete Flatwork – Hovland, Inc.

Fencing/Guardrail – Keller Fence Company

06/16/10 6.8 Blaine P. noted he watched a gentlemen walk thru construction site by entering a gap in the fence. A "construction area" sign needs to be installed.

09/09/10 5.3 The DAA requested possibly cheating in fence near the west pedestrian path. Needs to be reviewed by DAA, RS&H & KACC.
(09/16/10 – Brian R. requested something be placed over the gravel at east and west entrances, i.e. heavy carpet or rubber mat, to easy customer transition to Terminal. We do not want customers dragging luggage across gravel and rocks).

KACC

5.4 New orange fence on west side for short term to be minimum 6', and will be removed by winter. KACC currently building ramps. Fence should be installed ASAP, today or tomorrow.

08/19/10 2.5 Discussion after today's meeting regarding pedestrian fence.
(08/26/10 – It was noted a few additional holes need to be drilled to hold fence upright as it is continually falling over).
(09/02/10 – Nathan F. to call for fix).
(09/09/10 – Additional anchors added for stabilization).

Keller/Northland

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	2.6	Keller Fence needs to send required submittals. (08/26/10 – Submittals still need to be submitted). (09/02/10 – Submittals are still needed). (09/09/10 – Nathan F. called Keller again this week to get submittals in. Steve B. noted this work could be going on now due to nice weather). Keller/Northland (09/16/10 – Nathan F. placed two calls this week. Still waiting for submittals).	Keller/Northland
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Gas Main – Midwest Boring & Underground (Ulland Brothers)

09/09/10 5.5 Approximately three weeks out for start.
(09/16/10 – Will be timed with west side work).

Traffic Signage and Markings, Paint & Sealcoat – Sinnott Blacktop, Inc.

09/16/10	6.9	It was noted the handicap signs have been removed but the handicap pavement markings still need to be painted over in black.	Northland
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Tree Removal – Rick's Tree Service

08/19/10 2.9 Clearing and grubbing work at pond remaining for contract work.

CIPP Liner – Veit

08/19/10	2.10	Submittals handed to John H. at today's meeting. Question asked what was meant or needed for "shop drawings" of materials. RS&H stated will make any necessary remarks on shops submitted. (08/26/10 – Shops in review by RS&H). (09/02/10 – Returned to Nathan F. at today's meeting).
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	2.11	There will be no interruption of service during installation.
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08/12/10	1.39	Nathan F. noted scheduling Veit may be difficult, but will work through. (09/02/10 – Nathan F. will contact Veit to schedule work). (09/09/10 – Onsite week of 9/27/10 with one day of work. RS&H noted Veit to follow standard City of Duluth Specifications for work. Veit will televise and follow-up with CD/DVD. Steve B. also to document with pictures. As a courtesy, the City of Duluth should be notified).
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Concrete Waterproofing – Waterproofing by Experts, Inc.

09/09/10	5.6	Northland will be submitting an RFI regarding "drainage mat" over waterproofing.	
09/02/10	4.12	Nathan F. received submittals and will forward to KACC for processing. (09/09/10 – Nathan F. stated he sent to KACC yesterday). (09/16/10 – Submitted to RS&H-Chicago for review and approval on 9/10/10).	
08/12/10	1.40	Signed PLA needs to be submitted. (08/19/10 – Signed PLA required). (08/26/10 – Need the signed PLA returned to KACC). (09/02/10 – Nathan F. to check documentation received from Waterproofing by Experts if signed PLA was included. If not, will contact). (09/16/10 – Still required).	Waterproofing by Experts/Northland Northland

Work Scope 3.10 – Structural Concrete – Kelleher Construction, Inc. – Brad Werner-PM;

09/16/10	6.10	Kelleher Construction is on schedule to start next week with footings on AA line then will move to building footings on west end of building.	
09/09/10	5.7	Lean concrete rather than gravel discussion for footing elevation. MBJ needs to approve. Northland/Kelleher to submit per RCO process for review.	Kelleher/Northland
08/19/10	2.12	Need mix design submittal(s). (09/02/10 – Mix designs were submitted to MBJ and RS&H-Chicago 8/31/10 for review). (09/09/10 – Below grade only – still need remaining designs).	

Rebar Installation – Woody's Rebar Co., Inc.

08/19/10 2.13 Brett C. to review rebar shops, then will forward to RS&H-Chicago for review.
(08/26/10 – Chris B. sent (4) sets to MBJ and (1) to RS&H-Chicago on 8/20/10 for review).
(09/02/10 – KACC to check on status of review). RS&H-Chicago/KACC
(09/09/10 – MBJ sent to RS&H-Chicago last week).
(09/16/10 – KACC returned via overnight delivery to Kelleher Construction on 9/13/10).

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Work Scope 4.10 – Masonry – Harbor City Masonry, Inc. – Roger Anderson-PM;

08/12/10	1.43	Received contract documents but missing insurance certificate and Request to Sublet form(s). Harbor City to submit ASAP. (08/19/10 – Request for Sublet Form(s) still needed from Harbor City). (09/02/10 – Harbor City needs to submit their Request to Sublet Form). (09/16/10 – Chris B. again requested on 9/15/10 from Roger A.).	Harbor City Harbor City Harbor City
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Work Scope 5.10 – Structural/Miscellaneous Steel – Dynamic Structural Steel, LLC – Jason Erickson-PM

09/16/10	6.11	Jason E. stated sequence 5 shops will be submitted in the next few days.	
	6.12	Clarification: Shops were numbered for shop drawings submittal sequence NOT construction sequence.	
09/09/10	5.8	Jason E. noted they need sequence 1 and 3 submittals returned before material can be ordered. (09/16/10 – Chris B. sent Craig B., MBJ, and email regarding status of Phase 1, 2, 3 and 4 shop drawings).	
09/02/10	4.13	Phase 3 shops were submitted to KACC for processing, and we will forward (1) hard set to both MBJ and RS&H-Chicago for review and approval. (09/16/10 – Chris B. sent Craig B., MBJ, and email regarding status of Phase 1, 2, 3 and 4 shop drawings).	
	4.14	Dynamic Structural Steel submitted RCO-001 for review and comment. KACC RFI No. 004. (09/16/10 – Formatted into RFP No. 010 and forwarded to Thomas Chambers, RS&H-Chicago for review and comment).	RS&H-Chicago
08/26/10	3.12	Phase I shops submitted to KACC for processing. Patrick C. noted material cannot be ordered until approved/reviewed shops have been returned. (09/09/10 – Jason E. again noted these need to be returned before they can start). (09/16/10 – Chris B. sent Craig B., MBJ, and email regarding status of Phase 1, 2, 3 and 4 shop drawings).	
08/12/10	1.45	Patrick C. noted currently working on shop drawings. Should submit in about two weeks. (08/19/10 – Jason E. noted Phase I shops will be submitted next Friday, 8/27/10. They are working with MBJ on plans in phases).	

Date of

Origin

Item #

Description

Action By

John H. and Brett C. stressed the importance of submitting mill certificates, material certifications, Buy American for all steel on this project. Patrick C. did clarify that it may be difficult to provide the actual certificates for steel until they materials are loaded and ready to ship to the jobsite.

(08/26/10 – Dynamic Structural to submit as products are shipped. It was noted this is a shop drawing so (6) sets will be required).

(09/02/10 – It was determined with large sized shop drawings, (2) hard copy sets and (1) electronic version is all that is required for submission).

- 1.46 Brett C. to schedule with Jason E. and Bryan H. a meeting to review schedule.

(08/19/10 – Will schedule for two weeks out, and send a meeting request).

(09/02/10 – Will meet after next week's construction meeting. DSS, NIE, Braun, KACC and RS&H-Chicago).

(09/09/10 – Met prior to construction meeting. Pre-installation meeting notes will be submitted per specifications).

(09/16/10 – Pre-installation meeting minutes submittal sent for review as required).

Steel Erector – Northern Industrial Erectors, Inc.

08/12/10 1.48 Bryan H. noted they plan on starting at NW corner and move east.

- 1.49 Bryan H. noted he would like to have access to power to plug in their crane overnights (in lieu of running a generator). Brett C. reminded him temporary power may not be available until the end of this year.

- 1.50 Discussion regarding 160' boom on crane – add flashing light or beacon at night as required by FAA. Bryan H. noted they will lower boom to 20% angle and put a flag on top. Northern Industrial to process FAA permit for crane ASAP, and provide KACC & RS&H with a copy of the permit.

(08/19/10 – RS&H provided information, which KACC forwarded, to answer Bryan H.'s questions of longitude/latitude, etc.).

(09/09/10 – Bryan H. submitted a few weeks ago, and its about a 6-8 week turn around time. Will have prior to start).

NIE, Inc.

Civil Scope Testing Agency – American Engineering Testing, Inc. - Andy Edlund-PM

09/16/10 6.13 Temp road granular did not meet spec. Rock added to mix and testing passed. Northland noted they are using the original pit but a new mix with washed sand.

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09/09/10	5.10	KACC agreed that AET will test and inspect all utility work with Northland contract. Utility sections under the New Terminal will be up to Subgrade elevation and by AET.	
08/26/10	3.14	AET to submit testing reports directly to: Nathan Fox, Northland Constructors'; John Hippchen, RS&H-Duluth; Thomas Chambers, RS&H-Chicago; Steve Bergerson, KACC, and Chris Barta, KACC. (09/02/10 – Andy E. to check if reports can be added to either an "Interport" or FTP for individual access and printing). (09/09/10 – AET to set up on their FTP site and notify above parties when available and how to access).	
08/19/10	2.15	Andy E. stated select granular 200/230 sample came back low. Minimum is 7%, and tested at 7.9%. AET will resample. (08/26/10 – Andy E. noted the resample passed).	
08/12/10	1.51	AET will provide testing services for the civil scope of the project.	
	1.52	Invoices to be submitted to KACC by the 25 th of each month.	

Building Scope Testing Agency – Braun Intertec – Joe Butler

09/16/10	6.14	Joe B. requested concrete mix designs. Chris B. sent via email after meeting.
09/09/10	5.11	KACC agreed that AET will test and inspect all utility work with Northland contract. Utility sections under the New Terminal will be up to Subgrade elevation and by AET.
08/26/10	3.15	Braun Intertec to submit <u>all</u> testing reports directly to: Thomas Chambers, RS&H-Chicago; John Hippchen, RS&H-Duluth, Steve Bergerson, KACC and Chris Barta, KACC. Carbon copy Brad Werner, Kelleher Construction on concrete test reports only. Carbon copy Nathan Fox, Northland Construction on soils test reports only. (09/02/10 – The Design Team agreed to have all testing reports available through Braun's "Interport" site. All parties should receive an email on how to access the site).
08/12/10	1.55	Braun Intertec to provide testing services for the building scope portion of the project.

Project Onsite Superintendent Issues – Steve Bergerson, KACC Supt.

09/16/10	6.15	Steve B. noted will need a wash-out area and detwatering plant once Kelleher Construction starts work per the SWPPP.
	6.16	During west shut down, move the big yellow directional sign to point towards west lot.

Date of Origin	Item #	Description	Action By
08/26/10	3.16	Steve B. to open gates in the mornings.	
	3.17	Steve B. noted all Contractors must follow the one-way traffic around loop while on site. Watch speed. (09/02/10 – Again, slow down speed on Grinden Drive loop). (09/16/10 – Trucks to stop for STOP signs).	ALL
	3.18	Steve B. noted make sure all private and One Call locates have been done prior to any digging. (09/09/10 – Steve B. noted came out today for a refresher).	ALL
08/19/10	2.17	Steve B. noted contractors are to sign-in each day listing crew members, work to be completed and any issues. Book is located in KACC's trailer.	
	2.18	Contractor parking is all along road behind KACC's trailers and down Haines Road to barrier.	ALL
	2.19	Steve B. reminded contractors to keep roads clean. No tracking onto the Grinden Drive loop. (09/09/10 – Northland is going a good job. Thank you). (09/16/10 – Brian R. requested cutting down on dust as much as possible. Do not want customers returning to dust covered vehicles and harder on rental car agencies to keep rental cars clean).	ALL
	2.20	All contractors to put their garbage, debris, etc. into dumpsters. Need to keep airfield clean of flying debris. (09/09/10 – Steve B. noted this is a LEED project, and at some point we will have multiple dumpsters on site for wood, metal, etc.).	ALL
	2.21	It was noted Prime, First- and Second-Tier Contractors must go with the normal flow of traffic along the Grinden Drive loop. Please do not drive the wrong way for the safety of customers and yourself.	ALL
08/12/10	1.57	Steve B. will perform Wage Rate Interviews on a weekly basis. Selected individual will complete a form asking wage information and sign. Steve B. then turns into the KACC office where Chris B. verifies whether or not prevailing wages are being paid.	
	1.58	Steve B. noted prime contractors with trailers must set up their own power. KACC will check with each prime contractor to determine what their needs are and try to coordinate power.	
	1.59	Foul language will not be tolerated on this project, and will result in the immediate removal from the project.	

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Construction Manager - Kraus-Anderson Construction Company - Brett Cahoon-PM; Chris Barta-PA

08/26/10	3.19	Reminder: All Prime Contractors and first-tier, second-tier subcontractors, etc. must turn in Certified Payroll Reports to KACC.	All
08/19/10	2.22	Owner's Meetings are to be held every other Monday at 9:00 a.m. (08/26/10 – Correction: Status Meetings). (09/02/10 - Next Status Meeting is Wednesday, 9/08/10).	
08/12/10	1.62	Weekly construction meetings will be held every Thursday, 9:00 a.m. in KACC jobsite trailer.	All
	1.64	KACC to spot check certified payroll reports submitted by Prime Contractors and their first-tier subcontractors.	KACC
	1.65	Brett C. noted Airport customers are responsible for all us having this project, and stressed the importance of our doing everything in our power to keep those customers happy. The less complaints the DAA receives the better. I.e. watch foul language, keep roads clean, etc.	All

Engineer/Architect-Civil - Reynolds, Smith and Hills, Inc. - John Hippchen; Ryan Erdmann-RPR

09/09/10	5.12	John H. stated RS&H will need a utility trench letter from Northland for work at wall area. Generally it is o.k. to stay 10' out from wall. An additional letter would also be needed for utility work at the wall itself. (09/16/10 – John H. reiterated to Nathan F. the north/south utility letter submitted is o.k., but Northland needs to stay as far away from wall as possible, at least 10 feet).	Northland
09/02/10	4.17	John H. noted it is important to follow specifications for all testing. FAA does require testing on lots under 300, i.e. a test on small bituminous work.	
08/12/10	1.66	RFP No. 002 is in process of being released. (08/19/10 – Northland is reviewing, and will submit proposal hopefully by the end-of-the-day Friday, 8/20/10).	RS&H
	1.68	Lukas D. noted contractors to get a hold of him if they have quantities needing verification prior to covering up. (08/26/10 – New contact is Ryan Erdmann).	Prime Contractors

Architect - Reynolds, Smith and Hills, Inc. - Brian O'Connor; Thomas Chambers; Mark Ip

09/16/10	6.17	Thomas C. noted there are several RFI's in review and will provide responses.	
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Owner – Duluth Airport Authority - Brian Grefe-Director of Operations; Blaine Peterson-Terminal/Facilities Manager

06/16/10 6.18 Blaine P. noted a few safety concerns: (1) construction workers MUST be courteous. Anyone not complying will immediately be removed from the site. (2) Watch what is going on around your work, especially for little kids. (3) Be sure to add cones to direct customers (if/as needed).

6.19 Discussion regarding static on phone line of Standard Parking booth during wet/rainy days. Problem is line from current booth location to old booth location. Possible break at tie-in. Speculation is the removal of the parking lot asphalt is making it easier for moisture to get in. Blaine P. to talk to Standard Parking on update.

6.20 Steve B. has been sending bi-weekly site photos to Alison J. per her request.

09/09/10 5.13 Brian G. stated a garage parking letter should go out soon. Give to Blaine P. for distribution.

5.14 Brian G. noted the DAA wants grant numbers included on Pay Applications, and the cover sheets be split out where funds are paid out of, i.e. 95/5 split out, 26/74, and 100%.

09/02/10 4.20 Blaine P. stated the importance of keeping the communication flow on any project changes. Keep Blaine informed as far in advance as possible.

08/19/10 2.24 DAA wants to final approval signage in RFP No. 001 and No. 002. Signage is required by 8/31/10.

08/12/10 1.72 It was noted to check the lots for any Cargo Only parking signs to relocate to the designated spaces within the Handicap lot.
(08/19/10 – Lukas D. to remove and relocate some of the signage).
(09/09/10 – The Cargo Only sign is being installed today).

Resident Project Representative "RPR" - Building Scope – SJA Architects – Bob Swanfeld

Structural Engineer – MBJ Consulting – Craig Bursch

Mechanical Engineer – Cosentini Associates, Inc. –

Electrical Engineer – Cosentini Associates, Inc. – Jennifer Kuether

Date of Origin	Item #	Description	Action By
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Landscaping Consultant – Appold Design – Mindy Appold [Phase I project]

08/26/10	3.21	Mindy A. was on site Tuesday to lay out area. Work ready to start by end-of-the-month. (09/02/10 – AJ's will be on site Tuesday, 9/7/10, to dig either west or east island depending on construction). (09/09/10 – Started Tuesday on lower Grinden with subcut between islands and installed new dirt. Will submit a schedule of work. Steve B. will instruct not to fill until quantity verified by RS&H). (09/16/10 – Engineered topsoil material is coming in to finish mounds and islands. Trees to be installed in islands yet this year. Cones will need to be moved around as needed).	
	3.22	RS&H-Duluth to issue a RFP to Ulland/AJ's for irrigation on island. (09/02/10 – KACC requested Ulland Bros./AJ's propose irrigation plan for island). (09/09/10 – On hold).	RS&H
08/19/10	2.26	Brett C. pushing for planting availability list, etc. (08/26/10 – Brett C. reported all plants are available, and will get in place this year).	

Minnesota Power – Tom Leines

09/02/10	4.23	Steve B. to schedule a meeting with MN Power, RS&H, DAA, APi, and Northland to discuss new vault and 6x12x8 manhole for placement at SE corner of parking lot for new and existing feeds to tie into. (09/16/10 – Should have layout and calculations by Tuesday, 9/21/10).	
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Qwest – Dave Larson

09/09/10	5.15	Qwest needs to review Quazite box shop and respond. RS&H has been calling with no response. Suggested contacting Dave Larson directly for assistance. (09/16/10 – Dave L. was on site yesterday, but did not speak with Steve B. and briefly spoke with Ryan E.).	
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Miscellaneous

09/02/10	4.24	The Design Team had a discussion regarding large format shop drawing submittals, and decided the following: (2) hard copy sets and (1) electronic version submitted to KACC. KACC to submit (1) set direct to RS&H-Chicago's Consultant and (1) set to RS&H-Chicago for review. Consultant to submit (1) red-lined set to RS&H-Chicago to include their red-lines, and will send KACC (4) final sets for distribution. (1) for Prime Contractor; (2) for KACC Office/Field; (1) for DAA for Owner Record Set.	
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Date of Origin	Item #	Description	Action By
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Safety and Clean-Up

09/16/10	6.21	Steve B. just noted don't leave any open holes, barricade at night, take appropriate steps to keep jobsite safe. He also stated Northland has been doing a good job.	
09/09/10	5.16	KACC will do consultation with OSHA on the project.	
08/12/10	1.73	Keep roads clean. (09/09/10 – Northland is doing a good job of keeping roads and walkways clean. Thank you.).	

Change Orders/RFI's/PCO's

09/02/10	4.25	Northland Constructors' Change Order Request No. 1 forwarded to Michael Ferry and Gordon Olson for review and approval. Submitted for signatures at today's meeting and given to Blaine P. to give to Brian G. for signature. (09/09/10 – Brian G., DAA, to return (3) fully executed copies of COR No. 1 to KACC for distribution). (09/16/10 – Still need from Brian G.).	
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	4.26	Summary and Outstanding RFI, PCO and Submittal logs to be distributed prior to Construction Meetings in lieu of attaching to Meeting Minutes.	
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KACC

08/26/10	3.23	Please note any PCO resulting in a Change Order: Change Order needs to be fully executed before any work can proceed.	
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Pay Applications

09/02/10	4.27	Pay Application meetings will be held the first Thursday of every month. All Prime Contractors, DAA, RS&H and KACC to be present for signatures.	Primes/DAA/RS&H/KACC
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Quality

Photo Documentation – Multivista MN – Rick Noble

09/16/10	6.22	Steve B. to touch base with Rick N.	
09/09/10	5.17	Multivista MN has been hired to provide photo documentation of construction of the New Passenger Terminal project.	
	5.18	Steve B. will contacting on weekly basis.	

Date of Origin	Item #	Description	Action By
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	5.19	Multivista will take a series of photographs of below grade work.	
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Schedule

Northland Constructors of Duluth Calendar Days start: Friday, August 13, 2010

Kelleher Construction, Inc.'s Working Days start: Tuesday, September 21, 2010

Harbor City Masonry, Inc.'s Working Days start:

Dynamic Structural Steel LLC's Working Days start:

Substantial Completion: October 1, 2011

Completion: October 15, 2011

09/16/10 6.23 See attached KACC 3-week look ahead schedule.

09/16/10 6.24 Northland Constructors': 87 Calendar Days: 53 calendar days remaining.

Phasing Status/Issues/Changes

Permits

08/12/10	1.76	Brett C. to check on status of footing/foundation permit from City of Duluth (08/19/10 – A few missing items to be provided, but expect to have the permit in the next few days). (08/26/10 – Brett C. submitted copy of SWPPP. One additional signature was needed and obtained, and check submitted. Should receive permit within the next few days). (09/02/10 – Brett C. to submit check). (09/09/10 – Check requested, and KACC will submit once received). (09/16/10 – Footing & Foundation permit received. Permit and plans are in KACC jobsite trailer).	KACC KACC KACC
	1.77	Nathan F. to pull private storm only permit. (08/26/10 – Nathan F. noted the permit check was dropped off. KACC requests a copy of the permit once received).	Northland

Weather

The next meeting will be held Thursday, September 23, 2010, at 8:00 a.m. at Kraus-Anderson Construction Company's jobsite office trailer.

Date of Origin	Item #	Description	Action By
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You are required to attend the construction meetings if you are soon to be on-site, are currently on-site, your work needs to interface with others, or you have questions or concerns that require documentation in the minutes.

It is your responsibility to read these minutes in their entirety. This report is assumed to be true and accurate unless notification to contrary is received within 72 hours.

Submitted by:

KRAUS-ANDERSON® CONSTRUCTION COMPANY



Brett Cahoon,
Project Manager

BC/cb

Attachments: 3-Week Look Ahead Schedule

KACC Project #20225 New Passenger Terminal Bid Package I

Contractor	Sun Sept 12	Mon Sept 13	Tue Sept 14	Wed Sept 15	Th Sept 16	Fri Sept 17	Sat Sept 18	Sun Sept 19	Mon Sept 20	Tue Sept 21	Wed Sept 22	Th Sept 23	Fri Sept 24	Sat Sept 25	Sun Sept 26	Mon Sept 27	Tue Sept 28	Wed Sept 29	Th Sept 30	Fri Oct. 1	Sat Oct. 2
Division 1 - General Requirements																					
Kraus-Anderson Construction																					
- Construction meeting																					
- Foreman's meeting																					
- Site coordination (On Going)																					
Testing																					
American Engineering Testing, Inc.																					
As needed																					
WS 2.10 Civil & Site Electrical																					
Northland Constructors																					
- Pedestrian Fencing																					
- Traffic Control Signage																					
- EAST Pedestrian Path and Tunnel Closure																					
close 6:00am on 17th to end of day 21st																					
-Sub Cut Temp road and Parking (west)																					
- Granular and Class 5 (West)																					
- WEST Close 1/2 EXIST Grinden Dr at Tie in Area																					
- Open 1/2 and close the other 1/2 West Tie In Area																					
- 3:00AM Pave Temp tie in WEST and Temp Rd. also East West Path area																					
- Open East Tunnel And Ped. Path (Late Day)																					
- Start digging AA line Canopy Footings																					
- Start Center Utilities																					
- Close West Tunnel for 3 wks. Option 1																					
- Option 2 = Oct. 5th. for 3 wks. If Option 1 Not ready																					
- Dig Bldg. Footings																					

Kraus-Anderson® Construction

Three Week Look Ahead Schedule

KACC Project #20225 New Passenger Terminal Bid Package I

Contractor	Sun Sept 12	Mon Sept 13	Tue Sept 14	Wed Sept 15	Th Sept 16	Fri Sept 17	Sat Sept 18	Sun Sept 19	Mon Sept 20	Tue Sept 21	Wed Sept 22	Th Sept 23	Fri Sept 24	Sat Sept 25	Sun Sept 26	Mon Sept 27	Tue Sept 28	Wed Sept 29	Th Sept 30	Fri Oct. 1	Sat Oct. 2
Electrical																					
API Electric																					
- Access Controls for Tunnel (complete)																					
- Site Electrical Work Lower Grinden Dr. (west)																					
Sub Grade Elect. Piping As Needed																					
Concrete & Bituminous Sawing																					
Concrete Sawing Services																					
- Saw Cut Asphalt & Concrete																					
Landscaping & Erosion Control																					
Erosion Control Specialists, Inc. (As Needed)																					
20199 Landscaping																					
Fill and Abandon Pipe																					
EJM Pipe Service, Inc.																					
Directional Boring																					
Ground Effects Directional Boring																					
Concrete Flatwork																					
Hovland, Inc.																					
Fencing/Guardrail																					
Keller Fence Company																					
- Temp Construction Fencing																					

KACC Project #20225 New Passenger Terminal Bid Package I

Contractor	Sun Sept 12	Mon Sept 13	Tue Sept 14	Wed Sept 15	Th Sept 16	Fri Sept 17	Sat Sept 18	Sun Sept 19	Mon Sept 20	Tue Sept 21	Wed Sept 22	Th Sept 23	Fri Sept 24	Sat Sept 25	Sun Sept 26	Mon Sept 27	Tue Sept 28	Wed Sept 29	Th Sept 30	Fri Oct. 1	Sat Oct. 2
Gas Main																					
Midwest Boring & Underground																					
Install gas main																					
Traffic Markings, Paint, Sealcoat																					
Sinnott Blacktop, Inc.																					
- Handicap Lot Striping Complete																					
Tree Removal																					
Rick's Tree Service																					
Complete																					
CIPP Liner																					
Veit Specialty Contracting																					
- Sanitary lining																					
Concrete Waterproofing																					
Waterproofing by Experts, Inc.																					

KACC Project #20225 New Passenger Terminal Bid Package I

Contractor	Sun Sept 12	Mon Sept 13	Tue Sept 14	Wed Sept 15	Th Sept 16	Fri Sept 17	Sat Sept 18	Sun Sept 19	Mon Sept 20	Tue Sept 21	Wed Sept 22	Th Sept 23	Fri Sept 24	Sat Sept 25	Sun Sept 26	Mon Sept 27	Tue Sept 28	Wed Sept 29	Th Sept 30	Fri Oct. 1	Sat Oct. 2
WS 3.10 Structural Concrete																					
Kelleher Construction, Inc.																					
Canopy footings & Piers at AA Line																					
Bldg. Footings West End																					
Rebar Installation																					
Woody's Rebar Co., Inc.																					
Install Rebar @ Canopy Footings & Piers at AA Line																					
WS 4.10 Masonry																					
Harbor City Masonry, Inc.																					
WS 5.10 Structural/Miscellaneous Steel																					
Dynamic Structural Steel LLC																					
Steel Erector																					
Northern Industrial Erectors, Inc.																					
K.A. Miscellaneous Walkways																					
NOTES:																					